

*o/Personnel
Case File*

8 August 1960

MEMORANDUM FOR THE RECORD

SUBJECT: Disposition of Official Personnel Folders

- 1. [redacted] met with [redacted] of OP to discuss the change in policy initiated by OP and described in my memo of 23 June 1960, and in the OP Memo of 1 March 1960 from C/RSB to C/Files Section regarding disposition of official personnel records upon separation from CIA.
- 2. [redacted] read to the group the memo of June 8, 1960 from Regional Director, NARS, Kansas City, Mo., requesting clarification on our change in policy. [redacted] then pointed out that the new policy would require some change in the exemption granted us in the Federal Personnel Manual. He asked [redacted] and [redacted] for their opinion.
- 3. Both [redacted] expressed regret for not coordinating the policy change with RMS. They then stated that OP had no firm feeling either way in the matter and that they would just as soon return to the old policy of retaining the complete folder in our Records Center^{office} "it would be less work for them". They then requested that disposition instructions in their records control schedule calling for splitting and shipment of the personnel folder be deleted.

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